

STATE BOARD OF SUBSTANCE ABUSE AND MENTAL HEALTH

Minutes of August 12, 2008
Department of Human Services
Salt Lake City, Utah
1:00 pm

Attended:

Board Members:

Dr. Michael Crookston, Chair
Paula Bell, Vice Chair
Jolene Meredith
Lou Callister

Nora B Stephens
Darryl Wagner

Excused:

Dr. James Ashworth

Staff:

Mark Payne
Brent Kelsey
Becky Barnett
Tracy Luoma

Dallas Earnshaw
Kristen Reisig
Jan Fryer

Guests:

Sherri Wittwer
Harold Morrill
Richard Nance
Don Muller
Ozlem Kence

AGENDA	DISCUSSION	RECOMMENDATIONS/ACTION
Welcome and Introductions	Dr. Crookston opened the meeting and welcomed those in attendance.	
Approval of June 10, 2008 Meeting Minutes		Nora B moved that the June 10 th minutes be approved as written. Motion seconded by Joleen and approved unanimously.
UBHN Report	Harold Morrill reported for UBHN and indicated that recruitment occurred in early spring of this year for an Executive Director; however, an appointment was not named. He indicated that he has been asked to do an interim position with UBHN to assist in getting the UBHN Executive Committee and other UBHN Committees functioning on a regular basis. The charter of UBHN as it stands with the Utah Association of Counties (UAC) will also be reviewed, and the job description for the UBHN executive director revitalized and advertised for in late fall. Harold reported that the organization is progressing and more support from the directors and UAC is being realized. Harold expressed his appreciation to Mark Payne for his outstanding leadership in the State Division.	FYI.
Utah State Hospital Report	Dallas Earnshaw reported for the State Hospital and indicated the Hospital's budget is in good status relative to closeout for the past fiscal year. The long term nursing recruitment plan has been very successful with a 75% decrease in nursing vacancies realized and multiple interviews being held weekly. Concerns remain in the Psychology Department with filling positions due to salary issues, and there are currently three positions open including the Director of Psychology. The Hospital continues to progress with their electronic systems. The Hospital has completed their reporting to the Joint Commission on their measures of success with a just a couple of minor areas remaining for improvement. The building request for the upcoming legislative session remains on the table, and there are no building block requests for the Hospital. Dallas also updated the Board on privatization issues with the State Hospital.	FYI.
FY09 Potential Budget Reductions	Tracy Luoma reported that the Governor's annual budget guidelines have been received in order to begin preparing budget and building block requests. She reported that the guidelines direct that budget cuts be considered across the board and requests that a 1%, 3% and 5% budget cut scenario for the Division's entire budget be submitted. She noted that the Division and the State Hospital are currently developing these scenarios and will be submitting them to the Department's Executive Director when completed. It was noted that if any budget cuts are necessary, they would not be realized until State Fiscal Year 2010.	FYI.

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FY2008 Year-end Closeout	Tracy provided an update on the year-end closeout numbers for State Fiscal Year 2008. She reported on those programs that the Division was able to obtain non-lapsing authority for unspent dollars to be carried over into Fiscal Year 2009 and allocated accordingly.	FYI.
FY09 Proposed Building Blocks	Mark reported that the Division has begun the process of looking at specific building block requests for the 2009 Legislative Session. He provided a general overview of some of the areas relative to substance abuse and mental health that are being considered.	More detail on building block requests will be provided at future meeting as requests become more finalized.
Allocation Plan for Malted Beverage Funding	Brent Kelsey introduced Becky Barnett who was recently hired at the Division as the Program Manager for Women, Youth and Family Services. He referred to Becky to provide information on the allocation plan for the Malted Beverage Funding that was appropriated as part of Senate Bill 211, Alcohol Beverage Amendments. Brent clarified that the funding is now being referred to as the youth treatment and prevention appropriation which helps to clarify the intent and purpose of the funding. Becky distributed a summary of the various funding proposals submitted from each of the local substance abuse authority areas. Also distributed was a grid outlining how the money was allocated to the local authorities. It was noted that the funding was distributed based on the current substance abuse funding formula. The Division will be monitoring the progress of these services during their annual monitoring visits to determine what has been implemented and the effectiveness of the services that are being provided.	FYI.
Fees	The Statute and Administrative Rule on fees with proposed revisions were distributed to the Board for review and discussion. Also included was a list of principles developed by a UBHN Committee to help guide the suggested changes to the Rule with the intent of reducing what appears to be inequities with the fees being charged. Brent reviewed and discussed each of the principles and reported that in order to keep the process moving, the Division has reviewed the principles and made suggested changes to the Administrative Rule as distributed. However, noted that the revisions and any additional revisions made by the Board will need to be reviewed and adopted by the UBHN Board. Mark clarified that although the statute distributed refers specifically to fees for substance abuse services, that the mental health service language is the same and therefore the principles apply to both mental health and substance abuse services. The principles and suggested revisions to the Administrative Rule were discussed at length and further revisions were made by the Board and noted.	Paula moved that the Administrative Rule be revised to include the revisions made by the Board and that the revised draft be e-mailed to the Board and presented to UBHN for further review and input at their August meeting and then to the State Board at their September meeting for final approval and/or further discussion. Motion seconded by Lou and approved unanimously.
Youth Outcomes Scorecard	Brent distributed a draft of the Youth Outcomes Scorecard using 2007 data and reported that this draft is being circulated among the UBHN providers to let them know that this is what the Division will be looking at and what will be published in 2008. Brent reported that in addition to this, a prevention scorecard that will be a separate document will also be published in order to get some performance outcome measures for the prevention system. Brent clarified questions raised with the data on the draft scorecard distributed and reported that the data used was submitted by the local substance abuse authorities through the Treatment Episode Data Set (TEDS), which is the data that is submitted on every client that is served in the system. Brent explained that this is the first year for doing this scorecard and there are likely some data issues. He noted that the current focus is to circulate the draft document through a number of UBHN Committees to assure that everyone concurs with the final document before publishing such a scorecard that reflects how the system is doing in terms of providing services to youth in treatment.	FYI.

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NAMI National Survey	<p>Mark Payne reported that the process has begun for NAMI's (National Alliance on Mental Illness) grading the states on their mental health systems. NAMI has sent a packet requesting detailed information from each state. Mark noted that the previous NAMI report graded each state very low with an average of about a "D". Mark indicated that the Division is actively participating to respond to the survey and provide the requested information, which is due September 12th.</p>	FYI.
Board Terms & Membership	<p>Mark reported on information received from the Governor's office relative to questions asked by the Board at their last meeting regarding new board appointments, expiring terms, reappointments, membership requirements, etc. Mark noted that Joleen, Dr. Crookston and Nora B, whose terms expire September 1st, can be considered for an additional term if they wish to continue on the Board. He reported that the process for new Board members and/or reappointments is to make recommendations in writing to the Department's Executive Director who then submits the recommendations to the Governor's office for consideration.</p> <p>The Board also discussed the need to elect a new Chairperson and Vice-Chairperson and the process for doing so. The Board Bylaws were referred to, which state that the Board shall appoint a nominating committee to submit recommendations for a new chairperson and vice-chair person.</p>	<p>Paula moved that a poll be taken to determine if Nora B, Joleen and Dr. Crookston are willing to be considered for an additional term on the Board. The poll was then taken and Joleen and Dr. Crookston expressed an interest in continuing their service on the Board; however, Nora B indicated that she is no longer able to serve. Motion seconded by Joleen and approved unanimously. The Board expressed their regrets that Nora B is unable to continue on the Board. They wished her well and thanked her for her many years of leadership.</p> <p>Lou moved that the Division submit a recommendation to the Department's Executive Director that Dr. Crookston and Joleen be considered to serve another term on the Board and note that recommendations will be forthcoming to fill the vacancy for Nora B. Motion seconded by Paula and approved unanimously.</p> <p>Nora B moved that the Chairperson and Vice-Chairperson of the Board appoint the nominating committee outside of the meeting to submit recommendations for new officers and report their recommendations back to the Board at the September 9th Board meeting. Motion seconded by Darryl and approved unanimously.</p>
Division Director's Report	<p>Mark reported that the Division recently provided their annual accomplishment report to the Department year as requested at the end of each fiscal year. He indicated that there are 37 major areas of accomplishments that have been identified for mental health and substance abuse.</p> <p>Mark reported that the new four day work week has been implemented. The Division has notified national and local agencies of the new work schedule and has made notification of the new hours on the Division's website and letterhead.</p>	The Board requested that a copy of the accomplishment report be e-mailed to them for review. Jan will assure that the report is sent.

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Director's Report Continued	Mark reported on the recent Federal Audit for the Federal PATH (Projects for Assistance in Transition from Homelessness) Grant this past week. He noted that this project is to help individuals move from their situation into more permanent housing. The Federal Review Team spent time with Division staff and also visited Valley Mental Health and Wasatch Mental Health and was impressed with the work and efforts that are being accomplished with the grant. Mark indicated that the Division's challenge is to get these services to all areas of the state. The review was positive, and a formal report will be available from the review team in the next couple of months.	
Upcoming Conference Reminders	<p>Mark provided information on several upcoming conferences, all of which can be found on the Division's website at www.dsamh.utah.gov.</p> <p>Brent Kelsey mentioned that an award would be presented from the Board at the Fall Substance Abuse Fall Conference.</p>	<p>Board members should contact Jan if they wish to attend any of the conferences.</p> <p>Brent requested that the Board be thinking about individuals and/or agencies they may wish to recognize at the conference.</p>
Other Business	The Board discussed the date for the October Board meeting. The meeting is currently scheduled for October 2 nd in conjunction with the Fall Substance Abuse Conference to be held in Layton at the Davis Conference Center.	<p>Lou moved that the October 2nd Board meeting date be canceled and rescheduled for Tuesday, October 14th at the Human Services Building at 1:00 pm. Motion seconded by Joleen and approved unanimously. Paula indicated that she would need to be excused from the meeting.</p> <p>Board members wishing to attend the Substance Abuse Fall Conference should let Jan know.</p>
Adjournment		<p>Lou moved that the meeting be adjourned. Motion seconded by Joleen and approved unanimously.</p>